

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Classification and Wage Division
THROUGH: Assistant Director for Operations *Jh2*

DATE: 12 May 1954

FROM : Chief, Contact Division

SUBJECT: Reclassification of Position No. K185, Intelligence Officer,
25X1A6a [REDACTED]

25X1A9a 1. It is requested that Position No. K185 be reclassified from GS-11 to GS-12 and that [REDACTED] be promoted to that level in accordance with the attached Request for Personnel Action.

25X1A9a 2. As a result of Mr. [REDACTED]'s success in organizing, developing, and exploiting the contacts in his assigned area, 25X1A6a since his assignment to the [REDACTED] Office on 1 June 1953, the duties of this position have increased sufficiently to warrant a GS-12 classification. Attached is a job description 25X1A9a prepared by Mr. [REDACTED] which lists his duties.

25X1A6a 3. It is recommended that, due to the additional responsibilities created by the successful development of intelligence collection in the [REDACTED] area, this reclassification and promotion be favorably considered.

4. Funds are available in the Contact Division budget for FY 1954 and 1955 to provide for the promotion which may result from the reclassification of the subject position.

[REDACTED]
E. M. ASHCRAFT

25X1A9a

Attachments: Standard Form 52 (2)
Job description (2)

#432
5/19/54
[Signature]

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JOB DESCRIPTION

MISSING